

# WHERE TO GO AFTER PRIMARY SCHOOL?

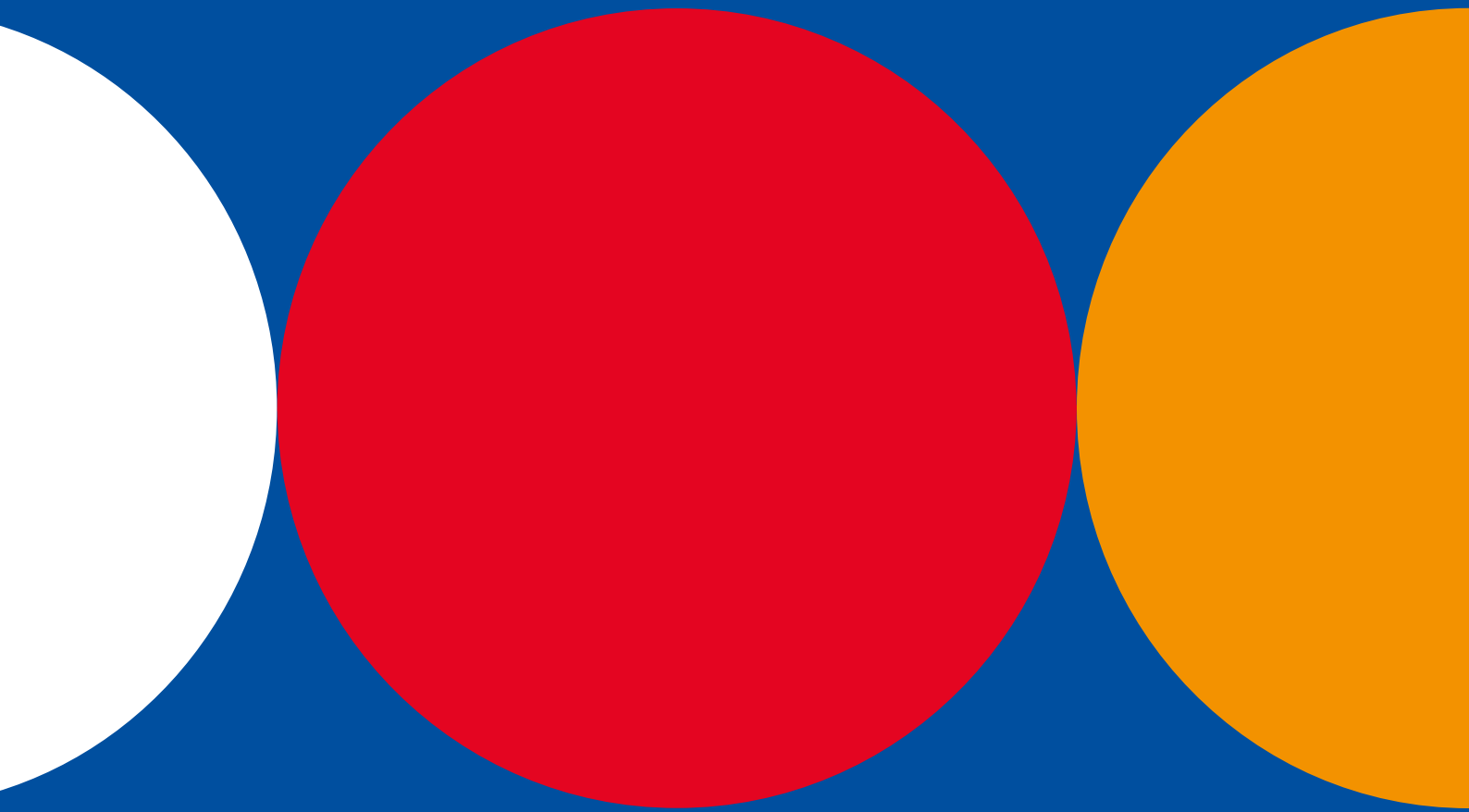
Secondary schools 2024/2025  
Registration, offers, qualifications



Senate Department  
for Education, Youth  
and Family

**BERLIN**







Katharina Günther-Wünsch  
Senator for Education, Youth and Family

## Dear parents and guardians

I am delighted to present the “Where to go after primary school” brochure. The transition from primary to secondary school is a big step in your child’s life. It not only marks the beginning of a new chapter, but also lays the foundation for their personal and academic development. It is therefore extremely important that we as a society, as parents, as teachers and as educators work together to ensure that this transition is a success.

This brochure contains important information, guidance and recommendations that will help you choose the right school for your child. Berlin is home to a wide range of schools offering a variety of educational paths and support options.

We want to help you learn more about the different types of school available in our city and find the school that is best suited to your child’s specific strengths and needs. Whether your child will be attending a comprehensive school, a Gymnasium, an integrated secondary school or another type of school, we want to make sure that every single student gets the best possible education.

The decision you make regarding your child’s secondary school is a personal and important one. I encourage you to carefully read through this brochure, speak to teachers and take advantage of the career guidance on offer. Your involvement and support are crucial to your child’s educational success.

I wish your child every success and, above all, lots of fun as they continue their learning journey at their new school.

Kind regards

*Katharina Günther-Wünsch*



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An overview with school addresses and information on foreign languages, all-day school and other offers is available online at:	





# REGISTERING FOR SECONDARY SCHOOL

The Berlin education system offers a huge variety of secondary schools. Choose a school that suits the interests and abilities of your child, but also your family situation. The teachers at your child's primary school will help you with this decision. They can assess your child's abilities and how your child learns. They will also be able to tell you about the requirements of each type of secondary school.

## REGISTRATION

When you receive your child's first term report in 6th grade, you will also be given a support outlook for your child and the registration form for your preferred secondary school.

→ You must register your child for your school of choice between **20 and 28 February 2024**.

You will need to provide the original copies of the support outlook from the primary school and the completed registration form.

You must specify three preferred schools on the registration form. These can be different types of school if you wish. Three choices are required in case your school of choice is unable to take all children who have applied due to limited places. There is a clearly regulated selection procedure in place for such situations. → [page 11](#)

## Support outlook

The support outlook includes a recommendation for the type of school that is likely to provide the best support for your child as they continue their educational journey based on their skills and abilities.

It is intended to help you decide whether to send your child to an integrated secondary school, comprehensive school or Gymnasium.

The support outlook is based on your child's grades over the past two school terms. An average grade is calculated based on these grades, with different weightings used for the subjects.

### CALCULATING THE AVERAGE GRADE

Example calculation of the average grade for the support outlook

The average grade is calculated based on the report grades from the second term of 5th grade and the first term of 6th grade. The grades for German, maths, foreign languages, natural sciences and social sciences are counted twice.

SUBJECT	5th grade 2nd term		6th grade 1st term		Total
German	3	x2	3	x2	12
Maths	2	x2	2	x2	8
English	4	x2	3	x2	14
Natural sciences	2	x2	1	x2	6
Social sciences	3	x2	3	x2	12
Art	2		2		4
Music	3		3		6
Sports	3		2		5
	<b>13 grades</b>		<b>13 grades</b>		<b>67</b>

The average grade is calculated as follows:  $67 : (13 + 13) = \underline{\underline{2.5}}$

Average grade	Recommended type of school according to support outlook		
	Gymnasium	Integrated secondary school	Comprehensive school
Up to 2.2	X	X	X
2.3 to 2.7	X*	X*	X*
2.8 and above		X	X

\* In this case, the support outlook takes into account your child's individual abilities.





## Deciding on a type of school

Whether parents choose the Gymnasium, integrated secondary school or comprehensive school, every child will be accepted at their desired type of school.

However, in the case of integrated secondary schools and comprehensive schools, your child may be allocated to the other respective school type if there are not enough places.

In the interests of your child and to help guide you, you should refer to the support outlook when making your decision. Your child's teachers took great care in putting this information together.

Your child's grades in their individual subjects and the recommendations that teachers give you in your individual consultation will also help you with your decision.

Although the different types of school are similar in many respects and lead to the same qualifications, the differences can be important when it comes to choosing the right school for your child.

## Choosing a different school to the one recommended

Has the integrated secondary school or comprehensive school been recommended for your child? Do you nevertheless want to register for a Gymnasium as your first, second or third choice? And is your child's average grade 3.0 or above? Then you will need to arrange a consultation at the Gymnasium of your choice.

At the consultation, the school management will explain what is expected of students at the school and the differences between the types of school. The Gymnasium will then confirm on a form that the consultation has been held; you must submit this form to your first-choice school.

→ Please arrange an appointment for this consultation – it should take place by **19 February 2024**.

### Key similarities and differences between the types of secondary school:

	Gymnasium	Integrated secondary school (ISS) and comprehensive school
<b>Start</b>	From 7th grade (possible from 5th grade in some schools; at comprehensive schools, from 1st grade)	
<b>Probation year</b>	Yes	No
<b>Promotion/advancement to next grade</b>	Promotion 5th/7th - 10th grade	Advancement 7th - 10th grade: always (voluntary repetition possible)
<b>School years up to the Abitur</b>	12 years	13 years
<b>Possible school qualifications</b>	Abitur, general certificate of education, advanced vocational qualification, certificate of vocational education	
<b>Educational objective</b>	Ability to study after 12 years	Ability to undertake vocational training, ability to study after 13 years
<b>Students per class</b>	Max. 32 (grade 7)	Max. 26 (grade 7/8)
<b>Teaching time per week</b>	7th / 8th grade: 33 hours, 9th / 10th grade: 34 hours	7th / 8th grade: 31 hours, 9th / 10th grade: 32 hours
<b>All-day school</b>	At some Gymnasiums	Bound, partially bound or open (page 34)
<b>Lunch offer</b>	Bound, partially bound or open (page 34)	
<b>Binding cooperation with ...</b>	Primary schools	Upper level centres (with vocational Gymnasium), other ISS or comprehensive schools with an upper secondary level; at ISS, also primary schools
<b>Foreign languages (FL)</b>	1st FL is continued, 2nd FL compulsory	1st FL is continued, 2nd FL as optional compulsory elective
<b>Dual learning (page 21)</b>	Possible (job-emphasis profile as an offering)	Yes (school defines concept in school curriculum)
<b>Internship</b>	Yes	Yes
<b>Performance differentiation</b>	No	Yes, two levels (page 26)
<b>Individual support</b>	Yes	Yes

# Important questions about changing school



## ... to ask the primary school

- What average grade and support outlook is the primary school giving your child?
- What do the teachers recommend in the personal consultation?
- From what the teachers have observed, how has your child performed over the last two years of primary school?
- Has your child managed to learn independently and without any major difficulties so far?
- Does your child learn quickly or do they often need things to be repeated in order to understand and retain what is being taught?
- What pace of learning is appropriate for your child?
- Does your child frequently need a lot of help when completing learning tasks and preparing classwork?

## ... to ask yourself and your child

- Which secondary school does your child want to go to, and why?
- Which local schools are being considered by your family?
- What does your child find difficult about learning?
- What are your child's favourite subjects and interests?
- Which extracurricular activities, such as team sports, music lessons or choir, does your child want to pursue at the new school as part of a study group or an all-day school offering?

## ... to ask the secondary school

- Which courses does the school offer as elective subjects?
- Does the school offer support options such as afternoon courses or differentiated lessons to help your child develop and build on their strengths?
- Can your child continue their first foreign language at the new school?
- Does the school offer the second foreign language that your child wants to learn?
- Does your child already have a particular career in mind, and does the school offer a suitable specialist focus or an educational model that includes career preparation and dual learning?
- What cooperations does the school have with businesses, institutions and schools, for example?
- Which projects does the school support which are important to your child?

# Finding the right school

Once you have decided on the type of school, you then need to find the right secondary school for your child. As each school only has a limited number of places and may not be able to take all the children who have been registered, you also need to specify two other schools as your second and third choice.

→ Take the time to research and compare what the different schools have to offer.  
The online school directory will help with this.

## Online school directory

- School research based on various criteria, such as district, type of school, foreign languages offered, all-day school offering, state schools or independent fee-paying schools
- Display of all schools in the local area, including link to the relevant school websites
- Neutral reports of school inspections with information on school conditions, way of working and quality
- School profiles with information on cooperations, facilities, lunch offering, performance differentiation, support options and focus on areas such as sports, art, music, maths/natural sciences, IT, theatre, language, media or the environment

## Open days

Many schools organise open days between October and February or attend secondary school fairs in order to demonstrate what they offer.

That includes the current range of elective subjects available, planned study groups and cooperations, among other things.

You and your child can also use this opportunity to explore the classrooms and recreational areas. Students at the school often also present project work and talk about their experience.

The dates for the open days and secondary school fairs are available from the district school boards and can also be found in the online school directory on the school sites and in the online calendar.



← All schools in Berlin,  
including detailed information



← Senate Department for Education,  
Youth and Family online calendar

# Admission process

If there are enough school places for the registrations received, your child can attend your secondary school of choice — provided that your child is able to continue the first foreign language that they started at primary school at this secondary school.

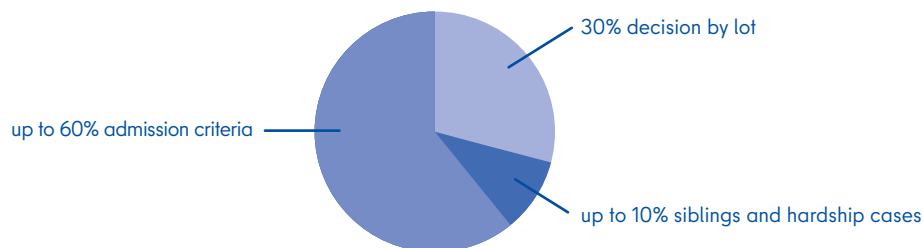
If a school receives more registrations than it has places, new students will be selected according to fair rules. As a general rule, siblings and children from the same household as students who are still attending the school concerned at the start of the school year are accepted.

## SECONDARY SCHOOL ADMISSION RULES\*

All secondary schools accept children with special educational needs first — up to a maximum of four per class.

**The remaining places are allocated according to certain quotas:**

- Up to 10% siblings and hardship cases, for example children who need to attend a school near where they live due to illness,
- At least 60% according to school-specific, objective and transparent criteria; the choice of second foreign language can be factored in here,
- 30% drawn by lot — after taking into account any siblings who have not yet been accepted at this stage.



**Secondary school selection is determined by the following criteria:**

- Average grade in support outlook,
- Total grades from up to four subjects that are part of the school or class profile from the last two term reports, whereby certain subjects may be given a double weighting,
- The school child's competencies that match the school or class profile,
- The results of a profile-related, standardised verbal or written test or a practical exercise.

**Each school decides for itself:**

- The order of the criteria,
- A combination of several criteria,
- A percentage weighting or
- The definition of certain criteria for individual profiled classes.

You can find out which selection criteria have been specified by your preferred school from the school itself or by checking the online school directory.

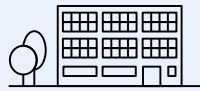
### \* Comprehensive schools

The differing admission rules are listed on page 24. To ensure that classes are mixed in terms of ability, the school is not allowed to solely consider the performance of school children.

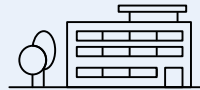
# ASSIGNMENT OF SCHOOL PLACES FROM 7TH GRADE

## Advice and registration

Registration with registration form and support outlook, including specification of the first, second and third-choice schools. Children with identified special educational needs can also be registered at a school with a special educational focus during the registration period without following a formal process. However, they should still take part in the selection procedure for a place at a general school.



PRIMARY SCHOOL



FIRST-CHOICE SCHOOL

<b>by 01/02/2024</b>
Mandatory consultation at the primary school with the parents
<b>on 02/02/2024</b>
Report, support outlook and registration form
<b>by 19/02/2024</b>
If wishing to attend a Gymnasium and average grade $\geq 3.0$ , consultation with parents at the Gymnasium and confirmation of consultation
<b>between 20/02 and 28/02/2024</b>
Registration at the first-choice school

## First-choice school

More applications than school places

Enough school places available

**Secondary school admission criteria**

1. Hardship cases ( $\leq 10\%$ ): if deviation from the school of choice is unreasonable, siblings
2. Selection criteria ( $\geq 60\%$ ): Average grade, recommended school type, grade total, competencies, test
3. Decision by lot (30%): priority given to siblings

**Admission to comprehensive school**

1. Advancement from own primary level
2. Siblings
3. School-specific selection criteria or decision by lot



Admission according to criteria



No admission possible

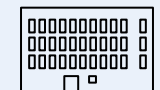
## Second and third-choice school

More applications than school places after first choice process

Enough school places available following first choice process

**School place allocation**

1. To children in the district
2. Based on the average grade



DISTRICT SCHOOL BOARD

Admission



No admission possible

## School place allocation

**Secondary school proposal**

1. Based on support outlook
2. Berlin-wide selection

Parents can also look for and propose a school place themselves.



DISTRICT SCHOOL BOARD



<b>on 11/06/2024</b>
Sending of notification of admission or non-admission to parents
<b>by 12/07/2024</b>
Admission proposal to the parents of children who are not accepted by any of their three schools of choice

## Not enough places available?

You specified three preferred schools on the registration form. By doing this, you are giving your child two alternatives in case there are not enough places at your first-choice school.

If this does happen, the second-choice school will admit your child if it has enough places. Children who live in the school district will be given priority.

If this school also has more second-choice applications than it does free places, the average grade in the support outlook will be the deciding factor. This process will be repeated for the third-choice school where necessary.

## Notification of admission

On **11 June 2024**, the school board sends notification of the admission of your child. If none of your top three choices of school are able to admit your child, the school board will notify you of another school in the desired category of school that would admit your child by no later than **12 July 2024**. This school may be in a different district.

If you do not wish to accept this school place, you will have to find another school with a place for your child.

## Changing school after 4th grade

If you want your child to move on to secondary school earlier, after 4th grade, you must inform the class teacher by **mid-December 2023**. The primary school will arrange a consultation with you by the **end of January 2024** at the latest.

On Friday **2 February 2024**, your child will receive their 4th grade first term report together with a support outlook. This will enable you to register your child for up to three preferred schools.

If your child is expected to attend a fast learner class, they will need to take an aptitude test. You must register your child for this test at your school of choice between **9 and 12 January 2024**.

The admission of your child may be subject to certain conditions, such as report grades or passing an admission test, and the process is carried out in accordance with the order of priority of certain criteria.

Any student who does not pass the 5th grade at the Gymnasium, which is considered to be a probation year, will move back to primary school for 6th grade.



← Information about the transition

### REGISTRATION FOR 5TH GRADE ADMISSION TESTS

#### Fast learner test

Registration: 09-12/01/2024

Test day: 20/01/2024

#### Tests for music Gymnasiums and French Gymnasium

First choice process: Test registration by 12/01/2024

For the test date and all subsequent dates, please check with the relevant school in good time.

#### Test for science classes and mathematics and science classes

First choice process: 20/02/2024

Second choice process: 20/03/2024

### REGISTRATION PERIODS FOR TRANSITION TO 5TH GRADE

**First choice:** 13-16/02/2024

**Second choice:** 18-19/03/2024

**Third choice:** 18-19/04/2024

### ADMISSION DECISION

The district school board notifies you of the decision regarding admission of your child on the following dates:

**First-choice school:** 11/03/2024

**Second-choice school:** 12/04/2024

**Third-choice school:** 26/04/2024

## Classical language classes

**Arndt-Gymnasium Dahlem** (06Y03 - Steglitz-Zehlendorf)  
**Barnim-Gymnasium** (11Y09 - Lichtenberg)  
**Diesterweg-Gymnasium** (01Y09 - Mitte)  
**Eckener-Gymnasium** (07Y07 - Tempelhof-Schöneberg)  
**Europäisches Gym. Bertha-von-Suttner** (12Y02 - Reinickendorf)  
**Goethe-Gymnasium** (04Y11 - Charlottenburg-Wilmersdorf)  
**Gymnasium Steglitz** (06Y13 - Steglitz-Zehlendorf)  
**Heinrich-Schliemann-Gymnasium** (03Y04 - Pankow)  
**Heinz-Berggruen-Gymnasium**  
 (04Y06 - Charlottenburg-Wilmersdorf)  
**Kant-Gymnasium** (05Y02 - Spandau)  
**Schadow-Gymnasium** (06Y01 - Steglitz-Zehlendorf)

## Bilingual classes

**Carl-von-Ossietzky-Gymnasium** (03Y08 - Pankow)  
**Friedrich-Engels-Gymnasium** (12Y01 - Reinickendorf)  
**Hans-Carossa-Gymnasium** (05Y03 - Spandau)  
**Johann-Gottfried-Herder-Gymnasium** (11Y02 - Lichtenberg)  
**Primo-Levi-Gymnasium** (03Y14 - Pankow)  
**Romain-Rolland-Gymnasium** (12Y07 - Reinickendorf)  
**Rückert-Gymnasium** (07Y02 - Tempelhof-Schöneberg)

## French

**Französisches Gymnasium** (01Y07 - Mitte)

## Japanese

**Gustav-Heinemann-Oberschule**  
 (07K03 - Tempelhof-Schöneberg)

## Mathematics and science profile classes

**Andreas-Gymnasium** (02Y01 - Friedrichshain-Kreuzberg)  
**Heinrich-Hertz-Gymnasium**  
 (02Y03 - Friedrichshain-Kreuzberg)  
**Herder-Gymnasium** (04Y05 - Charlottenburg-Wilmersdorf)  
**Immanuel-Kant-Gymnasium** (11Y11 - Lichtenberg)  
**Käthe-Kollwitz-Gymnasium** (03Y03 - Pankow)

## Science profile classes

**Eckener-Gymnasium** (07Y07 - Tempelhof-Schöneberg)  
**Emmy-Noether-Gymnasium** (09Y11 - Treptow-Köpenick)  
**Freiherr-vom-Stein-Gymnasium** (05Y01 - Spandau)  
**Hans-Carossa-Gymnasium** (05Y03 - Spandau)

## Hildegard-Wegscheider-Gymnasium

(04Y08 - Charlottenburg-Wilmersdorf)

**Melanchthon-Gymnasium** (10Y11 - Marzahn-Hellersdorf)

## Music profile classes

### Georg-Friedrich-Händel-Gymnasium

(02Y04 - Friedrichshain-Kreuzberg)

**Melanchthon-Gymnasium** (10Y11 - Marzahn-Hellersdorf)

**Musikgymnasium Carl Philipp Emanuel Bach** (01Y04 - Mitte)

## Classes with a sports emphasis

### Schul- und Leistungssportzentrum Berlin

(Sportforum) (11A07 - Lichtenberg)

### Sportschule im Olympiapark - Poelchau-Schule

(04A08 - Charlottenburg-Wilmersdorf)

**Staatliche Ballett- und Artistikschule Berlin** (03B08 - Pankow)

## Fast learner classes

**Albrecht-Dürer-Gymnasium** (08Y01 - Neukölln)

**Dathe-Gymnasium** (02Y05 - Friedrichshain-Kreuzberg)

**Humboldt-Gymnasium** (12Y03 - Reinickendorf)

**Lessing-Gymnasium** (01Y08 - Mitte)

**Otto-Nagel-Gymnasium** (10Y02 - Marzahn-Hellersdorf)

**Rosa-Luxemburg-Gymnasium** (03Y10 - Pankow)

**Werner-von-Siemens-Gymnasium** (06Y05 - Steglitz-Zehlendorf)

## Independent schools

**Bilinguale Schule Phorms Berlin Mitte** (Gymnasium)

(01P18 - Mitte): bilingual; German-English

**Canisius-Kolleg** (01P06 - Mitte): focus on classical languages

**Evangelische Schule Frohnau** (Gymnasium)

(12P03 - Reinickendorf): focus on the arts

**Evangelische Schule Köpenick** (Gymnasium)

(09P07 - Treptow-Köpenick)

**Evangelisches Gymnasium zum Grauen Kloster** (04P11 -

Charlottenburg-Wilmersdorf): focus on classical languages

**Jüdisches Gymnasium Moses Mendelssohn**

(01P03 - Mitte): focus on Hebrew

**Katholische Schule Liebfrauen** (Gymnasium) (04P04 -

Charlottenburg-Wilmersdorf): focus on classical languages

**Katholische Theresienschule** (Gymnasium)

(03P10 - Pankow): focus on classical languages

**Königin-Luise-Stiftung** (Gymnasium)

(06P06 - Steglitz-Zehlendorf): focus on English

**Moser-Schule - Schweizer Gymnasium** (04P24 -

Charlottenburg-Wilmersdorf): bilingual; German-French



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# TYPES OF SECONDARY SCHOOL

## Gymnasium (grammar school)

Is your child thirsty for knowledge? Do they love learning and like to explore new topics independently? Is this backed up by good grades in primary school? Then the Gymnasium gives them the opportunity to obtain their Abitur in 12 years.

The Gymnasium aims to prepare children and young people for university or an equivalent vocational education. This includes intensive support right through to their Abitur exams.

This school also gives students an insight into academic ways of working. This is important, because being able to study means students being prepared for a phase in their learning journey where they are required to explore new, complex areas of knowledge independently and plan for their future career.

The Gymnasium places particular demands on the students who attend this type of school:

- More teaching time per week than at other secondary schools
- An excellent ability to learn independently
- Strong motivation

## Gymnasium from 5th grade?

38 Gymnasiums and one integrated secondary school allow particularly high-performing children to study at the secondary school from 5th grade.

These schools have a specially tailored class profile, which enables them to support and promote the talent and abilities of students in specific areas.

Some schools offer exceptionally gifted children additional content and accelerated learning opportunities.

## Individual support

The Gymnasium offers a wide range of individual support options, from support for gifted children and learning coaching to inclusive specialist schools.

There are also special offerings such as profile courses, school orchestras, participation in competitions like “Jugend forscht” (Young researchers) and lessons in cooperation with Berlin universities.

## Foreign languages

One area of focus at Gymnasiums is foreign language learning. All school children learn a second foreign language right from the start. Those who want to can also quickly pick up a third and—if available—even fourth foreign language. Many Gymnasiums also organise regular exchanges with foreign partner schools.

## Requirements

As students complete their education in 12 school years at a Gymnasium, they need to acquire the knowledge and skills required for their Abitur in a shorter space of time. There is therefore 33 hours (7th, 8th grade) or 34 hours (9th, 10th grade) of compulsory teaching per week at the Gymnasium – two hours more than at integrated secondary schools or comprehensive schools. At the end of the school year, the student’s report grades determine who will move up to the next grade or have to repeat the year.

The first year at the Gymnasium is a probationary period. The aim of this year is to find out if the children’s learning behaviour meets the requirements of this type of school. If your child is not able to perform at the required level, they will leave the Gymnasium after the probation year and switch to the 8th grade at an integrated secondary school.



## Cooperations

Gymnasiums regularly cooperate with businesses, universities, scientific institutions, research facilities and other establishments.

This allows students to forge a varied school career that is tailored to their interests and abilities.

## Upper secondary school

At the Gymnasium, 10th grade serves two functions: It is both the last grade of secondary level I and the bridge to the qualification phase. Students can obtain the general certificate of education (MSA) at the end of 10th grade based on their grades for that year without having to take any additional exams.

If students also meet the requirements for promotion, they transition into the course system for the upper secondary school. Instead of being taught as a class, the students are then taught on basic and advanced courses.



→ Page 14 lists the schools that offer secondary school education from 5th grade with various talent profiles.

**Promotion and probation year at the Gymnasium**

→ Detailed information on page 27



← Gymnasium



## Integrated secondary school

Opportunities for everyone: At the integrated secondary school (ISS), every single student can achieve the best qualification for them - whether that's an advanced vocational qualification or the Abitur.

## Individual support

The secondary school offers individual support and a differentiated approach in order to accommodate and foster students' different learning needs, abilities, interests and knowledge.

It takes into account the entire learning group as well as all the children as individuals, and will develop a tailored educational programme for your child.

One way in which the school does this is with different performance requirements and assessment options: Teachers create tasks with different levels of difficulty, for example, allowing students to access them at the right level for them.

In addition, performance is assessed at two levels in some subjects: Basic and advanced. → [Page 26](#)

There are also learning offers for children and young people with special needs, such as:

- Disabilities,
- Special talents,
- Language support,
- Lack of motivation to regularly attend school.

Depending on the school profile, the children's different interests and talents are supported with:

- The flexible scheduling of lessons in individual subjects,
- A wide range of elective courses,
- Study groups,
- Additional learning opportunities in all-day school,
- Close cooperation between teachers and childcare workers, as well as social workers.

The individual support given ensures that, at integrated secondary schools, all students automatically move up to the next grade at the end of the school year. However, it is also possible to repeat a year with the approval of the class or school year committee.



← Integrated secondary school

## Dual learning

All integrated secondary schools offer dual learning in grades 7 to 10. This combines learning in school with learning in a practical environment.

As the world of work grows ever more complex, dual learning is designed to help children and young people:

- Discover their passions, interests and abilities,
- Hone their focus early on with the aid of the career choice pass,
- Identify their own strengths and
- Find corresponding job profiles and opportunities.

Students are actively involved in shaping their experience at the learning site outside of school. They spend a lot of time in class preparing for their work experience, projects or internships and then evaluate their findings afterwards.

Dual learning options:

- Work experience,
- Taster internships and multi-week industrial placements,
- Work in various school workshops,
- Simulation of an assessment centre (staff selection procedure used by many companies),
- Visit to a laboratory for students (for example, "PhysLab" at Freie Universität Berlin or "Gläsernes Labor" [Glass laboratory] at Campus Berlin-Buch),
- Organisation of school companies,
- Visit to fairs, such as "Tag der Berufsbildung" (vocational education day),
- Studying as part of practical learning groups.

Integrated secondary schools work with businesses and institutions to deliver vocational education and prepare students for the world of work. This includes businesses and companies in the Berlin Chamber of Skilled Crafts, the Berlin Chamber of Industry and Commerce, the Federation of Business Associations in Berlin and Brandenburg (Vereinigung der Unternehmensverbände in Berlin und Brandenburg e. V.) and the Berlin Association of Independent Professionals (Freie Berufe in Berlin e. V.).



← Dual learning

## Cooperations

To make sure that your child is well prepared for the new school's requirements and ways of working, there are binding cooperation agreements in place, such as the teacher exchange scheme.

The schools also work with partners outside of the school system. When it comes to the organisation of full-day offerings in particular, integrated secondary schools work with specialists from the field of youth work, with businesses as part of the dual learning offering and with local recreational and educational facilities. The cooperations with youth associations also help to promote civic engagement among the young people.

## Career orientation

All students at the integrated secondary school benefit from individual career guidance tailored to their learning requirements, abilities and level of commitment.

This includes career and study orientation (BSO) measures and the establishment of BSO teams. These teams comprise a BSO coordination and career guidance expert (employment agency) and an upper level centre teacher. They work closely with the youth employment agency.

## School qualifications

All qualifications are possible at the integrated secondary school:

- Vocational qualification or a qualification equivalent to the certificate of vocational education for young people with the "learning" special educational need,
- Certificate of vocational education (BBR),
- Advanced vocational qualification (eBBR),
- General certificate of education (MSA, MSA-GO – with entitlement to begin the introductory phase of the upper secondary school),
- Abitur.

If an integrated secondary school does not have its own upper secondary school on site, the school will have a binding cooperation with another secondary school or a vocational Gymnasium or provide an upper secondary level in alliance with other integrated secondary schools.



School qualifications  
at a glance

→ Detailed information  
from page 28



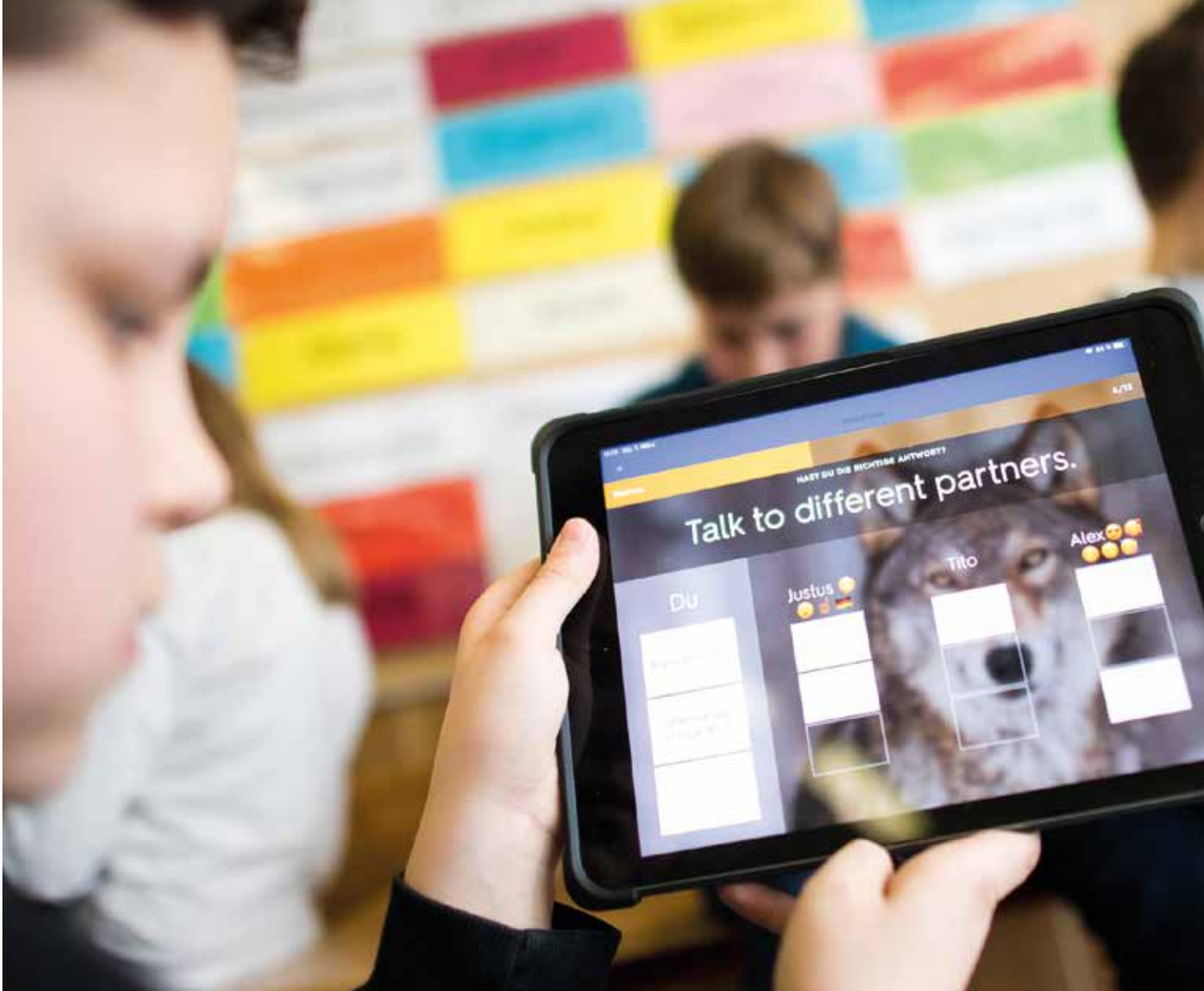


## Comprehensive school

The comprehensive school enables students with different learning requirements to learn together from their very first day of school right through to their chosen school qualification. This means that they can move from primary to secondary level at the same school when they reach 7th grade.



← Comprehensive school



#### Process for admission from 7th grade:

- School children from the school's own primary level,
- All siblings and up to 10% hardship cases,
- Allocation of the remaining places according to school-specific admission criteria and/or by lot.

To ensure that the school population is mixed ability, school children with all support outlooks, irrespective of the average grade, are to be given equal consideration.

Comprehensive school usually starts from 1st grade, carries on into the secondary level with grades 7 to 10 and offers all qualifications, right up to the Abitur.

#### These schools are able to offer the Abitur through:

- Their own upper secondary school,
- Binding cooperations with other schools (comprehensive schools, integrated secondary schools, upper level centres with an upper secondary school) or
- An upper secondary level in alliance.

## Joint and individual learning

The aim of the comprehensive school is to offer more equality and fairness, and it does this by providing different forms of individual learning.

Teaching at the comprehensive school is fundamentally shaped by the principle of a joint learning group.

Within this group, every child receives individual support and completes tasks at their own level.

Some comprehensive schools continue cross-year learning in grades 7 to 10.

With an extremely wide range of learning options, from elective courses and project work to tailored offerings such as learning offices, the school supports every child according to their ability — and only demands of each child what they are capable of achieving.



In addition, all comprehensive schools are all-day schools, many of them bound all-day schools.

Working with log books or competency grids enables the students to reflect on their own learning development and skills and discuss them with their teachers. This allows students to learn at their own pace.

All students regularly receive individual learning and performance feedback – written assessments of learning progress, goals achieved, strengths and weaknesses. These either supplement the relevant grade report or occasionally replace it up to the end of 8th grade.

## BERLIN COMPREHENSIVE SCHOOLS

## GRADE

<b>Anna-Essinger-Gemeinschaftsschule</b> (06K11 - Steglitz-Zehlendorf)	1-13
<b>Anna-Seghers-Schule</b> (09K02 - Treptow-Köpenick)	1-13
<b>B.-Traven-Gemeinschaftsschule</b> (05K05 - Spandau)	1-10
<b>Bergmannkiez-Gemeinschaftsschule</b> (02K04 - Friedrichshain-Kreuzberg)	1-10
<b>Campus Hannah Höch</b> (12K12 - Reinickendorf)	1-10
<b>Carl-von-Ossietzky-Schule</b> (02K02 - Friedrichshain-Kreuzberg)	1-13
<b>Emanuel-Lasker-Schule</b> (02K06 - Friedrichshain-Kreuzberg)	1-13
<b>Friedenauer Gemeinschaftsschule</b> (07K12 - Tempelhof-Schöneberg)	1-13
<b>Fritz-Karsen-Schule</b> (08K06 - Neukölln)	1-13
<b>Gemeinschaftsschule auf dem Campus Rütli</b> (08K08 - Neukölln)	1-13
<b>Gemeinschaftsschule Campus Efeuweg</b> (08K13 - Neukölln)	1-10
<b>Gretel-Bergmann-Gemeinschaftsschule</b> (10K12 - Marzahn-Hellersdorf)	1-10
<b>Grünauer Gemeinschaftsschule</b> (09K09 - Treptow-Köpenick)	1-13
<b>Grüner Campus Malchow</b> (11K10 - Lichtenberg)	1-13
<b>Heinrich-von-Stephan-Gemeinschaftsschule</b> (01K04 - Mitte)	1-13
<b>Marcana-Schule</b> (10K11 - Marzahn-Hellersdorf)	1-10
<b>Paul-und-Charlotte-Kniese-Schule</b> (11K12 - Lichtenberg)	1-13
<b>Paula-Fürst-Schule</b> (04K05 - Charlottenburg-Wilmersdorf)	1-13
<b>Sophie-Brahe-Gemeinschaftsschule</b> (09K07 - Treptow-Köpenick)	1-13
<b>Tesla-Schule</b> (03K07 - Pankow)	1-10
<b>Theodor-Heuss-Gemeinschaftsschule</b> (01K10 - Mitte)	1-13
<b>Walter-Gropius-Schule</b> (08K01 - Neukölln)	1-13
<b>Wilhelm-von-Humboldt-Gemeinschaftsschule</b> (03K11 - Pankow)	1-13
<b>Wolfgang-Amadeus-Mozart-Schule</b> (10K10 - Marzahn-Hellersdorf)	1-10

## STATE-RECOGNISED INDEPENDENT COMPREHENSIVE SCHOOLS

<b>Alternativschule Berlin*</b> (12P11 - Reinickendorf)	1-13
<b>Annie-Heuser-Schule</b> (04P12 - Charlottenburg-Wilmersdorf)	1-12
<b>Berthold-Otto-Schule</b> (06P13 - Steglitz-Zehlendorf)	1-10
<b>Deutsch Skandinavische Gemeinschaftsschule</b> (07P13 - Tempelhof-Schöneberg)	1-10
<b>Elisabethstift-Schule</b> (12P06 - Reinickendorf)	1-10
<b>Emil-Molt-Schule*</b> (06P05 - Steglitz-Zehlendorf)	1-13
<b>Evangelische Schule Berlin Zentrum</b> (01P23 - Mitte) in Kooperation mit	
<b>Evangelische Schule Berlin Mitte</b> (01P01 - Mitte)	1-13
<b>Freie Waldorfschule am Prenzlauer Berg*</b> (03P30 - Pankow)	1-13
<b>Freie Waldorfschule Berlin Mitte*</b> (01P04 - Mitte)	1-13
<b>Freie Waldorfschule Berlin-Südost*</b> (09P01 - Treptow-Köpenick)	1-13
<b>Freie Waldorfschule Havelhöhe - Eugen Kolisko*</b> (05P01 - Spandau)	1-13
<b>Freie Waldorfschule Kreuzberg*</b> (02P04 - Friedrichshain-Kreuzberg)	1-13
<b>Freudberg Gemeinschaftsschule</b> (04P41 - Charlottenburg-Wilmersdorf)	1-13
<b>Internationale Lomonossow-Schule Berlin</b> (10P10 - Marzahn-Hellersdorf, 01P25 - Mitte)	1-13
<b>Johannes-Schule Berlin*</b> (07P18 - Tempelhof-Schöneberg)	1-13
<b>Klax-Gemeinschaftsschule</b> (03P22 - Pankow)	1-13
<b>Lauder Beth-Zion Schule</b> (03P26 - Pankow)	1-10
<b>MeineSchuleBerlin</b> (08P09 - Neukölln)	1-10
<b>Montessori Campus Berlin Köpenick</b> (09P06 - Treptow-Köpenick)	1-10
<b>Montessori-Gemeinschaftsschule Berlin-Buch</b> (03P32 - Pankow)	1-10
<b>Platanus Schule Berlin</b> (03P28 - Pankow)	1-10
<b>Rudolf-Steiner-Schule Berlin*</b> (06P04 - Steglitz-Zehlendorf)	1-13
<b>SchuleEins</b> (03P20 - Pankow)	1-13
<b>Waldorfschule Märkisches Viertel Berlin*</b> (12P02 - Reinickendorf)	1-13

\* At this school, the Abitur is offered as part of the external candidate examination process.



## School assessments

Students can evaluate and compare their performance with the aid of the grades carefully prepared by their teachers. The grades can also help to motivate the students and serve as the basis for their chosen qualification.

### Basic and advanced level

Teachers at integrated secondary schools (ISS) and comprehensive schools teach and assess maths, German, the student's first foreign language and at least one natural science subject at two performance levels: Basic level and advanced level.

The content taught, tasks set and requirements placed on the students at advanced level are more demanding than at the basic level.

Depending on their learning requirements in the specific subject, the children and young people will study at basic or advanced level – either on a course at this level or as part of a joint learning group.

Students who study on courses at one performance level can switch to a course at the other level halfway through the year if it is evident that the current tasks are too challenging or not challenging enough for them. The teachers will support the students with this decision. They challenge your child according to their ability, monitor progress and support and advise them at school.

At the advanced level, students are assessed in the relevant performance-differentiated subjects with points on a scale from 0 to 15; at the basic level, with points from 0 to 12. The points are converted into grades based on the relevant level.

The assessment scale for the advanced level is authoritative for all students working towards the general certificate of education (MSA), as it corresponds to the examination requirements.

**Grades at basic and advanced level:**

Points	Advanced level without performance differentiation	Basic level
	Grade	Grade
15	1	
14		
13		
12	2	1
11		
10		
9	3	2
8		
7		
6	4	3
5		
4		5
3	5	
2		
1	6	6
0		

At ISS and comprehensive schools, the term and annual reports indicate whether a subject was taught and assessed at basic or advanced level. Some schools award points rather than grades in 7th and 8th grade.

**Promotion to the next grade at the Gymnasium**

Students are promoted to the next grade at the Gymnasium if, on their report, they have

- A 5 in no more than one subject and at least a 4 in all other subjects,
- A 5 in no more than two subjects, but these grades are compensated with a 3 in at least two other subjects,
- A 6 in no more than one subject, but this grade is compensated with a 2 or 1 in at least two other subjects.

If a student gets a 5 in a core subject, this grade can only be compensated with a grade in another core subject. If a student gets one grade of 6 or two grades of 5 in core subjects, promotion is no longer possible.

The core subjects at Gymnasiums are maths, German, the first and second foreign language, and the third foreign language in classical language classes at Gymnasiums starting at 5th grade.

# School qualifications

General education schools in Berlin offer the following qualifications:

Qualification	Timing	Final examination
General higher education entrance qualification (Abitur)	End of 12th or 13th grade	Grades from the four course terms and exam results
General certificate of education (Mittlerer Schulabschluss, MSA)	End of 10th grade	Fulfilment of requirements – examinations (except at Gymnasiums) and performance over the year at advanced level
Advanced vocational qualification (Erweiterte Berufsbildungsreife, eBBR)	End of 10th grade	Fulfilment of requirements – examinations (except at Gymnasiums) and performance over the year at basic level
Certificate of vocational education (Berufsbildungsreife, BBR)	End of 9th and 10th grade	Standardised tests (at Gymnasium: promotion)
Qualification equivalent to the certificate of vocational education for students with the “learning” special educational focus	End of 10th grade	Standardised tests and team presentation
Vocational qualification (Berufsorientierender Abschluss, BOA) for students with the “learning” special educational focus	End of 10th grade	Standardised tests and team presentation

## Vocational qualification (BOA)

Students with the “learning” special educational focus obtain the vocational qualification (Berufsorientierender Abschluss, BOA) at the end of 10th grade.

To obtain this qualification, in addition to achieving an average grade of 4.0 or better, they must achieve the necessary grades in German, maths and economy/work/technology, in standardised tests in maths and German, and in a team presentation.

If these requirements are not met, the young person will receive a leaving certificate. The grades specified correspond to the performance level for the “learning” special educational focus.

## Qualification equivalent to certificate of vocational education

Students with the “learning” special educational focus can obtain the qualification equivalent to the certificate of vocational education at the end of 10th grade.

In addition to achieving an average grade of 3.0 or better, they must achieve the necessary grades in German, maths and economy/work/technology, in standardised tests in maths and German, and in a team presentation.

## Certificate of vocational education (BBR)

At the end of 9th grade, provided that they achieve the required grades during the year and in the standardised tests in German and maths, students are awarded the certificate of vocational education (Berufsbildungsreife, BBR). This qualification can be achieved even if a student repeats the school year.

Students at the Gymnasium obtain the certificate of vocational education automatically when they move up to 10th grade.

At integrated secondary schools and comprehensive schools, the certificate of vocational education is based on the total of all report grades at basic level from 9th or 10th grade. To calculate this, the grades in the performance-differentiated subjects are converted to the basic level.

The certificate of vocational education is also dependent on the student's performance in the core subjects of German and maths, as well as the first foreign language or economy/work/technology. To achieve the qualification, the students sit standardised tests in German and maths with corresponding requirements.

## General certificate of education (MSA) and advanced vocational qualification (eBBR)

Students who wish to achieve the general certificate of education (mittlerer Schulabschluss, MSA) or the advanced vocational qualification (erweiterte Berufsbildungsreife, eBBR) at the end of 10th grade must pass an exam.

The respective qualification is based on the student's report grades in 10th grade and the exam results in German, maths, the first foreign language and a presentation.

At integrated secondary schools, it is common to convert the grades achieved in performance-differentiated subjects into advanced or basic level grades.

For the general certificate of education, the advanced level requirements must be met. For the advanced vocational qualification, the grades according to the basic level are sufficient.

At Gymnasiums, the MSA and eBBR qualifications can be obtained based on students' grades for the year. At Waldorf schools, the general certificate of education is usually offered in 11th grade.

## General higher education entrance qualification (Abitur)

The upper secondary school (secondary level II) comprises the one-year introductory and two-year qualification phase. It ends with the Abitur. At the Gymnasium, this level starts in 10th grade with the introductory phase. Students can obtain the Abitur at the end of 12th grade.

At integrated secondary schools and comprehensive schools with an upper secondary school and at vocational Gymnasiums, the 11th grade is the introductory phase. The Abitur is offered after 13 years of school. To study for this qualification, students in 10th grade must have the necessary entitlement to move up to upper secondary school – only then can they continue on to this next level and work towards their Abitur.

The Abitur examination at the end of the upper secondary school consists of five exams:

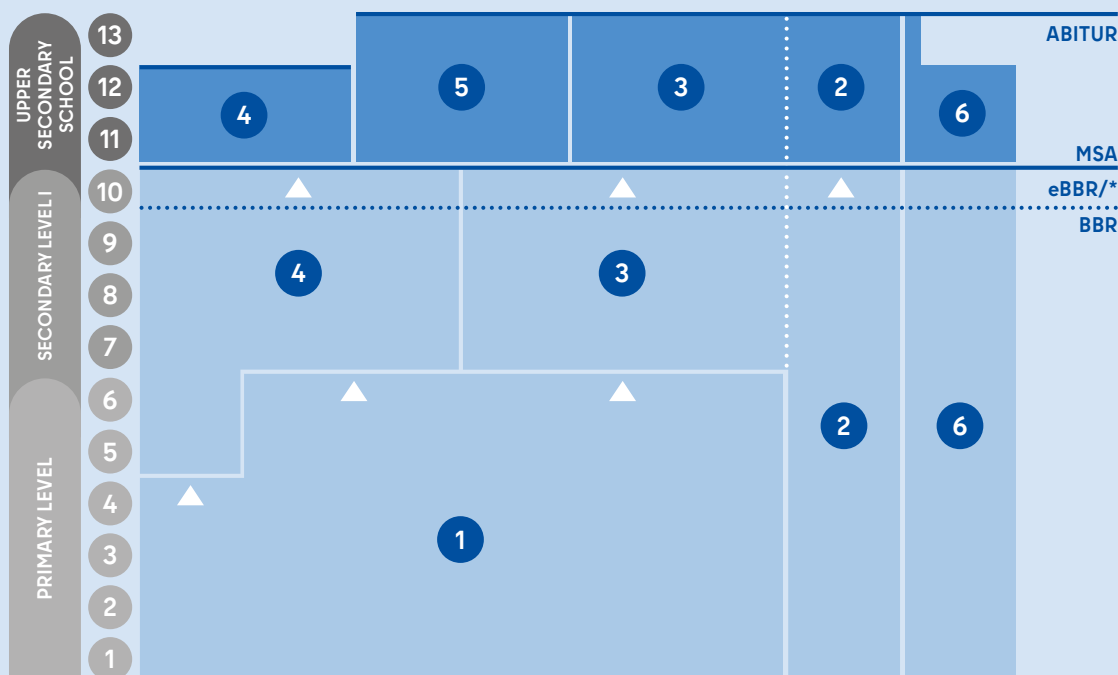
- Three written exams of several hours in the two advanced course subjects and one basic course subject,
- A verbal exam in another basic course subject and
- The fifth examination component: a special assignment or the presentation of a cross-curricular topic that the student has worked on themselves.

As the examination tasks and standards are the same across all secondary schools, the Abitur qualification is identical at all types of school in Berlin.



← Examinations and qualifications

# The Berlin school system



## 1 PRIMARY SCHOOL AND FIRST PHASE OF SCHOOL

The first phase of school generally lasts two years. Students move up to secondary school after 6th grade. If they have the required grades and talent, it is also possible for students to move to a foundational Gymnasium after 4th grade.

## 2 COMPREHENSIVE SCHOOL

At comprehensive schools, students stay together from 1st to 10th grade. All school qualifications are offered. The Abitur can be obtained after 13 years of school.

## 3 INTEGRATED SECONDARY SCHOOL

Students can move to an integrated secondary school (ISS) after 6th grade. All school qualifications are offered here. The Abitur can be obtained after 13 years of school. Career orientation and internships provide an initial insight into the world of work.

## 4 GYMNASIUM

At Gymnasiums, students can achieve the Abitur after 12 years of school. The first year at the Gymnasium is a probation year.

## 5 VOCATIONAL GYMNASIUM/UPPER LEVEL CENTRE (OSZ)

At vocational Gymnasiums, young people choose from six specialisations and vocational fields. Courses from the chosen vocational field supplement the traditional subjects.

## 6 SCHOOLS WITH A SPECIAL EDUCATIONAL FOCUS

These schools exclusively teach children and young people with disabilities, illnesses or impairments and prepare them for integration into society (as far as possible). It is also possible to transfer from this type of school to a general school.

### Qualifications

- Abitur = higher education entrance qualification
- BBR = certificate of vocational education
- eBBR = advanced vocational qualification
- MSA = general certificate of education

For the MSA and eBBR, there is a final qualification process with examination. One of the requirements for moving up to the upper secondary school is the MSA.

\* School qualifications for students with the “learning” special educational focus at the end of 10th grade:

- BOA = vocational qualification
- Qualification equivalent to certificate of vocational education



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# OFFERS AT ALL TYPES OF SCHOOL

## All-day school

All-day school at integrated secondary schools, comprehensive schools and many Gymnasiums, like at primary school, comprises a mix of lessons and supplementary offers. It combines learning at school with the students' own worlds.

The all-day school concept varies between lessons as a class, different forms of independent learning, content related to the students' subjects and support and recreational options – depending on the learning and performance ability of the children and young people. The school committee at each school agrees on the type of all-day school based on the particular needs of the students at that school.

All-day school includes educational offerings until 4pm. Offers that supplement lessons are either voluntary or compulsory, depending on the type of all-day school. When choosing your secondary school, check which option is best for your family situation and your child.

To ensure that they provide a diverse all-day school offering, schools have in place a range of different cooperations, for example with voluntary youth welfare organisations and in areas such as sports, music, art, theatre, business and further education.



← All-day school

## GYMNASIUMS WITH ALL-DAY SCHOOL

### Open

**Albrecht-Dürer-Gymnasium** (08Y01 - Neukölln)  
**Barnim-Gymnasium** (11Y09 - Lichtenberg)  
**Bilinguale Schule Phorms Berlin Süd**  
 (independent school) (06P18 - Steglitz-Zehlendorf)  
**Canisius-Kolleg**  
 (independent school) (01P06 - Mitte)  
**Dathe-Gymnasium** (02Y05 - Friedrichshain-Kreuzberg)  
**Friedrich-Engels-Gymnasium** (12Y01 - Reinickendorf)  
**Georg-Büchner-Gymnasium**  
 (07Y09 - Tempelhof-Schöneberg)  
**Georg-Friedrich-Händel-Gymnasium**  
 (02Y04 - Friedrichshain-Kreuzberg)  
**Goethe-Gymnasium** (04Y11 - Charlottenburg-Wilmersdorf)  
**Gymnasium Steglitz** (06Y13 - Steglitz-Zehlendorf)  
**Gymnasium Tiergarten** (01Y12 - Mitte)  
**Hans-Carossa-Gymnasium** (05Y03 - Spandau)  
**Humboldt-Gymnasium** (12Y03 - Reinickendorf)  
**Immanuel-Kant-Gymnasium** (11Y11 - Lichtenberg)  
**Johann-Gottfried-Herder-Gymnasium** (11Y02 - Lichtenberg)  
**Katholische Theresienschule**  
 (independent school) (03P10 - Pankow)  
**Leibniz-Gymnasium** (02Y06 - Friedrichshain-Kreuzberg)  
**Lessing-Gymnasium** (01Y08 - Mitte)  
**Manfred-von-Ardenne-Gymnasium** (11Y10 - Lichtenberg)  
**Melanchthon-Gymnasium** (10Y11 - Marzahn-Hellersdorf)  
**Moser-Schule - Schweizer Gymnasium** (independent school) (04P24 - Charlottenburg-Wilmersdorf)  
**Otto-Nagel-Gymnasium** (10Y02 - Marzahn-Hellersdorf)  
**Private Goethe-Schule**  
 (independent school) (12P07 - Reinickendorf)  
**Privates Europa-Gymnasium Berlin** (independent school) (07P11 - Tempelhof-Schöneberg)  
**Robert-Havemann-Gymnasium** (03Y16 - Pankow)  
**Rückert-Gymnasium** (07Y02 - Tempelhof-Schöneberg)  
**Thomas-Mann-Gymnasium** (12Y08 - Reinickendorf)

### Bound

**Albert-Schweitzer-Gymnasium** (08Y02 - Neukölln)  
**Berlin Cosmopolitan School**  
 (independent school) (01P22 - Mitte)  
**BEST-Sabel-Oberschule**  
 (independent school) (09P09 - Treptow-Köpenick)  
**Carl-Friedrich-von-Siemens-Gymnasium** (05Y04 - Spandau)  
**Diesterweg-Gymnasium** (01Y09 - Mitte)  
**Freie Schule Anne-Sophie Berlin**  
 (independent school) (06P20 - Steglitz-Zehlendorf)  
**Gottfried-Keller-Gymnasium**  
 (04Y04 - Charlottenburg-Wilmersdorf)  
**Hermann-Hesse-Gymnasium**  
 (02Y08 - Friedrichshain-Kreuzberg)  
**John-Lennon-Gymnasium** (01Y02 - Mitte)  
**Schulfarm Insel Scharfenberg** (12Y06 - Reinickendorf)

### Partially bound

**Archenhold-Gymnasium** (09Y03 - Treptow-Köpenick)  
**Gebrüder-Montgolfier-Gymnasium**  
 (09Y10 - Treptow-Köpenick)  
**Jüdisches Gymnasium Moses Mendelssohn**  
 (independent school) (01P03 - Mitte)  
**Käthe-Kollwitz-Gymnasium** (03Y03 - Pankow)  
**Max-Planck-Gymnasium** (01Y11 - Mitte)

### Types of all-day school:

Open	Voluntary additional offers on four days of the week until 4pm
Bound	Rhythmic routine: Compulsory lessons and additional offerings spread over the day, compulsory attendance four days a week from 8am to 4pm
Partially bound	Bound and open all-day school spread over the week, for example two days bound and two days open; in addition, compulsory and voluntary offerings over four days until 4pm

# Foreign languages

People speak many different languages in Berlin. Languages open the door to other cultures and will enable your child to confidently navigate the world later on in life. At secondary school, your child will continue to consolidate the first foreign language that they started learning in primary school. They can also start learning a second foreign language, potentially in 5th grade at some schools, but otherwise in 7th, 9th or 11th grade.

## Second foreign language

As two foreign languages are required to study for the Abitur, a second foreign language is compulsory at the Gymnasium. This also applies to students at integrated secondary schools who wish to sit the Abitur after 13 years. These students will start learning their second foreign language in the 11th grade at the latest.

If your child learned English at primary school, they will choose their second foreign language from the elective options available at their secondary school. If their first foreign language is French, the second must be English.

Berlin schools currently offer 15 languages that students can learn as their second or third language:

- English,
- French,
- Ancient Greek,
- Modern Greek,
- Hebrew,
- Italian,
- Japanese,
- Latin,
- Norwegian,
- Polish,
- Portuguese,
- Russian,
- Spanish,
- Turkish and
- Chinese.

### SCHOOLS WITH BILINGUAL GERMAN/SPANISH OFFERING

**Carlo-Schmid-Oberschule**  
(05K02 - Spandau)

**Friedrich-Engels-Gymnasium**  
(12Y01 - Reinickendorf)

**Willi-Graf-Gymnasium**  
(06Y12 - Steglitz-Zehlendorf)

## Bilingual offerings

At many schools, foreign language lessons are normally taught bilingually. Depending on demand, schools will arrange classes with extra lessons in the relevant foreign language and teach history, geography, politics or biology.

Many independent schools also offer bilingual lessons in German and English at native speaker level.

### SCHOOLS WITH BILINGUAL GERMAN/FRENCH OFFERING

**Beethoven-Gymnasium** (06Y06 - Steglitz-Zehlendorf)

**Carl-von-Ossietzky-Gymnasium**  
(03Y08 - Pankow): with AbiBac

**Diesterweg-Gymnasium** (01Y09 - Mitte)

**Droste-Hülshoff-Gymnasium**  
(06Y02 - Steglitz-Zehlendorf)

**Französisches Gymnasium** (01Y07 - Mitte): with AbiBac

**Hans-und-Hilde-Coppi-Gymnasium**  
(11Y05 - Lichtenberg)

**Leibniz-Gymnasium**  
(02Y06 - Friedrichshain-Kreuzberg)

**Lily-Braun-Gymnasium** (05Y05 - Spandau)

**Moser-Schule-Schweizer Gymnasium**  
(independent school) (04P24 - Charlottenburg-Wilmersdorf): with AbiBac

**Romain-Rolland-Gymnasium**  
(12Y07 - Reinickendorf): with AbiBac

**Rückert-Gymnasium** (07Y02 - Tempelhof-Schöneberg):  
with AbiBac

**Sophie-Scholl-Schule** (07K01 - Tempelhof-Schöneberg): with AbiBac

(only for branches of the Staatliche Europa-Schule)

## SCHOOLS WITH BILINGUAL GERMAN/ENGLISH OFFERING

**Anne-Frank-Gymnasium** (09Y04 – Treptow-Köpenick)  
Qualification: Abitur

**Beethoven-Gymnasium** (06Y06 – Steglitz-Zehlendorf)  
Qualification: Abitur

**Berlin British School** (independent school)  
(04P39 – Charlottenburg-Wilmersdorf)  
Qualification: International Baccalaureate Diploma (IB)

**Berlin Cosmopolitan School** (independent school)  
(01P22 – Mitte) Qualifications: Abitur and the  
American High School Diploma (IB)

**Berlin International School** (independent school)  
(04P42 – Charlottenburg-Wilmersdorf)  
Qualification: International Baccalaureate Diploma (IB)

**Berlin Metropolitan School** (independent school) (01P16 – Mitte)  
Qualification: International Baccalaureate Diploma (IB)

**Bertolt-Brecht-Oberschule** (05K03 – Spandau)  
Qualification: Abitur

**Carl-von-Ossietzky-Schule**  
(02K02 – Friedrichshain-Kreuzberg) Qualification: Abitur

**Dreilinden-Gymnasium** (06Y04 – Steglitz-Zehlendorf)  
Qualification: Abitur

**Ellen-Key-Schule** (02K01 – Friedrichshain-Kreuzberg)  
Qualification: Abitur

**Europäisches Gymnasium Bertha-von-Suttner**  
(12Y02 – Reinickendorf) Qualification: Abitur

**Freie Schule Anne-Sophie Berlin**  
(independent school)  
(06P20 – Steglitz-Zehlendorf) Qualification: Abitur

**Fritz-Reuter-Oberschule** (11K05 – Lichtenberg)  
Qualification: Abitur

**Gabriele-von-Bülow-Gymnasium** (12Y04 – Reinickendorf)  
Qualification: Abitur

**Georg-Büchner-Gymnasium**  
(07Y09 – Tempelhof-Schöneberg) Qualification: Abitur

**Gustav-Heinemann-Oberschule**  
(07K03 – Tempelhof-Schöneberg) Qualification: Abitur

**Gymnasium Tiergarten** (01Y12 – Mitte)  
Qualification: Abitur

**Hans-Carossa-Gymnasium** (05Y03 – Spandau)  
Qualification: Abitur

**Hans-und-Hilde-Coppi-Gymnasium**  
(11Y05 – Lichtenberg) Qualification: Abitur

**Heinrich-Böll-Oberschule** (05K04 – Spandau)  
Qualification: Abitur

**Hermann-Ehlers-Gymnasium** (06Y08 – Steglitz-Zehlendorf)  
Qualification: Abitur

**Internationale Schule Berlin** (independent school)  
(06P11 – Steglitz-Zehlendorf) Qualification: Abitur

**Jean-Krämer-Schule** (12K07 – Reinickendorf)  
Qualification: Abitur

**Johann-Gottfried-Herder-Gymnasium**  
(11Y02 – Lichtenberg) Qualification: Abitur

**John-F.-Kennedy-Schule** (06K01 – Steglitz-Zehlendorf)  
Qualifications: Abitur and the American  
High School Diploma

**Kurt-Tucholsky-Oberschule** (03K02 – Pankow)  
Qualification: Abitur

**Lilienthal-Gymnasium** (06Y10 – Steglitz-Zehlendorf)  
Qualification: Abitur

**Max-Beckmann-Oberschule** (12K03 – Reinickendorf)  
Qualification: Abitur

**Merian-Schule** (09K01 – Treptow-Köpenick)  
Qualification: Abitur

**Mildred-Harnack-Oberschule** (11K02 – Lichtenberg)  
Qualification: Abitur

**Nelson-Mandela-Schule**  
(04K04 – Charlottenburg-Wilmersdorf)  
Qualifications: Abitur and the International Baccalaureate  
Diploma (IB); from 7th grade, admission only of children  
from particularly mobile families

**Paulsen-Gymnasium** (06Y07 – Steglitz-Zehlendorf)  
Qualification: Abitur

**Peter-Ustinov-Schule** (04K08 – Charlottenburg-  
Wilmersdorf) Qualification: Abitur

**Platanus Schule Berlin**  
(independent school) (03P28 – Pankow)  
Qualification: Abitur

## SCHOOLS WITH BILINGUAL GERMAN/ENGLISH OFFERING

**Primo-Levi-Gymnasium** (03Y14 - Pankow)

Qualification: Abitur

**Rudolf-Virchow-Oberschule** (10K01 - Marzahn-Hellersdorf)

Qualification: Abitur

**SIS Swiss International School Berlin**

(independent school) (05P19 - Spandau)

Qualifications: Nichtschülerabitur (Abitur as an external candidate) and the International Baccalaureate Diploma (IB)

**Sophie-Charlotte-Gymnasium**

(04Y03 - Charlottenburg-Wilmersdorf)

Qualification: Abitur

**Walter-Gropius-Schule** (08K01 - Neukölln)

Qualification: Abitur

**Walther-Rathenau-Gymnasium**

(04Y09 - Charlottenburg-Wilmersdorf)

Qualification: Abitur

**Wangari-Maathai-Internationale-Schule**

(04K10 - Charlottenburg-Wilmersdorf)

Qualifications: Abitur and the International Baccalaureate Diploma (IB)

**Wilma-Rudolph-Oberschule** (06K02 - Steglitz-Zehlendorf)

Qualification: Abitur

## OTHER MODERN LANGUAGES

### Russian

**Internationale Lomonossow-Schule** (independent school) (10P10 - Marzahn-Hellersdorf, 01P25 - Mitte)

**Private Goethe-Schule** (independent school) (12P07 - Steglitz-Zehlendorf)

### Scandinavian languages

**Deutsch Skandinavische Gemeinschaftsschule** (independent school) (07P13 - Tempelhof-Schöneberg) bilingual lessons in German/Danish, German/Swedish or German/Norwegian

**Felix-Mendelssohn-Bartholdy-Gymnasium** (03Y13 - Pankow) German/Norwegian

### Hebrew

**Jüdisches Gymnasium Moses Mendelssohn** (independent school) (01P03 - Mitte)

**Jüdische Traditionsschule** (independent school) (04P23 - Charlottenburg-Wilmersdorf)

## First language lessons (ESU)

Students at these schools in secondary level I can currently attend two hours of first language lessons per week in the following languages (in addition to their other lessons): Arabic, Turkish and Vietnamese.

Students with these first languages can develop their skills in their family language in these lessons. Their multilingualism is nurtured and they are given the support needed to learn successfully. The lessons offered follow on from a similar offering at primary school.

### Arabic

**Barnim-Gymnasium Moses Mendelssohn**  
(11Y09 - Lichtenberg)

**Bergmannkiez-Gemeinschaftsschule**  
(02K04 - Friedrichshain-Kreuzberg)

**Fritz-Karsen-Schule** (08K06 - Neukölln)

**Gemeinschaftsschule auf dem Campus Rütli**  
(08K08 - Neukölln)

### Turkish

**Fritz-Karsen-Schule** (08K06 - Neukölln)

### Vietnamese

**Barnim-Gymnasium** (11Y09 - Lichtenberg)



## Staatliche Europa-Schule Berlin

The Staatliche Europa-Schule Berlin (SESB) is a bilingual and bicultural school. Branches of the Staatliche Europa-Schule Berlin have been established at 18 primary schools and 15 secondary schools.

Lessons are taught in two languages: German and one of nine other languages:

- English,
- French,
- Modern Greek,
- Italian,
- Polish,
- Portuguese,
- Russian,
- Spanish,
- Turkish.

The second foreign language – English or French – is started in 5th grade.

The SESB starts in 1st grade and continues through to the Abitur/all Berlin school qualifications. Students are taught in both the first and partner language equally.

In an SESB class, half of the children therefore have German and the other half have one of the nine other languages as their first language.

The second foreign language—English or French—is started in 5th grade. All subjects are taught by teachers in their respective native language.

### STAATLICHE EUROPA-SCHULE BERLIN (SESB)

#### English

**Dreilinden-Gymnasium** (06Y04 – Steglitz-Zehlendorf)

**Peter-Ustinov-Schule** (04K08 – Charlottenburg-Wilmersdorf)

**Schiller-Gymnasium** (04Y01 – Charlottenburg-Wilmersdorf)

#### French

**Georg-von-Giesche-Schule**

(07K06 – Tempelhof-Schöneberg)

**Sophie-Scholl-Schule** (07K01 – Tempelhof-Schöneberg)

#### Greek

**Gymnasium Steglitz** (06Y13 – Steglitz-Zehlendorf)

**Max-von-Laue-Schule** (06K08 – Steglitz-Zehlendorf)

#### Italian

**Albert-Einstein-Gymnasium** (08Y03 – Neukölln)

**Alfred-Nobel-Schule** (08K11 – Neukölln)

#### Polish

**Robert-Jungk-Schule**

(04K03 – Charlottenburg-Wilmersdorf)

#### Portuguese

**Kurt-Schwitters-Schule** (03K01 – Pankow)

#### Russian

**Mildred-Harnack-Schule** (11K02 – Lichtenberg)

#### Spanish

**Albrecht-von-Graefe-Schule**

(02K09 – Friedrichshain-Kreuzberg)

**Friedensburg-Schule** (04K02 – Charlottenburg-Wilmersdorf)

#### Turkish

**Carl-von-Ossietzky-Schule**

(02K02 – Friedrichshain-Kreuzberg)



← SESB and the admission procedure



← SESB framework



# Finding and fostering talent

## Schools with special profiles

The interests and talents that your child has developed at primary school should be fostered and encouraged at secondary school. Do they enjoy playing a musical instrument? Do they shine in sports?

Or do they have a talent for languages or numbers? Then a school with a special focus (profile) or offering may be the right choice for them.

## Fostering talent

In order to support students with a particular talent or gift, first we need to find these students. Even more so than excellent grades at school, when it comes to ensuring that great potential translates to great achievements, personal skills and an environment that is conducive to learning are crucial.

The School Psychological and Inclusive Education Advice and Support Centre (Schulpsychologisches und Inklusionspädagogisches Beratungs- und Unterstützungszentrum, SIBUZ) in each district can provide you with professional, comprehensive advice on supporting talented young people.

The Department for Talent Promotion (a clearing and advice centre) is also available as a point of contact for parents and legal guardians, students and teaching staff at day-care centres and schools.

Berlin schools support students with special potential individually, for example:

- By providing support during lessons or additional offerings,
- By developing a special school profile for supporting gifted children,
- By allowing the student to skip a grade and therefore complete their education in a shorter space of time – following consultation between the parents and the school,
- By providing enrichment offers to enable students to go into more depth on a subject outside of normal lessons or to study a new subject, for example on special additional courses instead of regular lessons or as part of regional gifted groups in the afternoon.



← Fostering talent

## Fast learner classes

In fast learner classes, students in grades 5 to 10 learn at a faster pace tailored to their ability.

This gains the students extra time in the regular timetable, enabling them to take part in additional acceleration and enrichment courses.

These courses, which are available at seven Berlin Gymnasiums, support intellectually gifted children and help them realise their individual potential.

## Fostering talent in maths and science

Students with a particular talent for maths, IT or natural sciences can focus more intensely on these subjects at a number of Berlin Gymnasiums, helping them to prepare for further studies in these areas. → [Page 42](#)

Five Gymnasiums make up a network of schools with a mathematics and science profile. These schools work closely with the Department of Mathematics at Humboldt-Universität zu Berlin.

By obtaining the Abitur and successfully completing the relevant special courses, students will leave school with two achievements in basic mathematics.

These achievements will be taken into account at all German universities when applying to study a related degree course.

Other schools outside of this network also offer enhanced specialist teaching for children and young people with a talent for maths and science in profile classes.

This is particularly the case at six Gymnasiums with a science profile which have set up their own network. To be admitted to one of these schools, children usually need to pass an admission exam in maths and science.

## Music Gymnasiums

These Gymnasiums focus in particular on an intensive education in the arts:

- **Georg-Friedrich-Händel-Gymnasium** (02Y04 - Friedrichshain-Kreuzberg): Musically gifted children and young people are educated from 5th grade here, specialising in choral singing, orchestral music and ensembles.
- **Melanchthon-Gymnasium** (10Y11 - Marzahn-Hellersdorf): There is a specialist music class from 5th grade at this school.
- **Musikgymnasium Carl Philipp Emanuel Bach** (01Y04 - Mitte): All artistic subjects are taught by lecturers from the Hanns Eisler School of Music and the University of the Arts. The focus is on training soloists. Admission is possible at any stage from 5th grade up to the start of 11th grade. For admission, students are required to pass a qualifying exam on their main instrument and a general music exam.

Many other Berlin schools also support children who are interested in music with additional offerings such as school choirs and orchestras.

## Elite sports schools (school and competitive sports centres)

Three Berlin schools admit children and young people who are training in a competitive sport and have several years of experience in training and competition. At these schools, students obtain their school qualifications while progressing and growing under the guidance of professionals and preparing for international sports competitions.

To apply to one of these schools, students need a recommendation for admission from the Berlin State Sports Federation (Landessportbund Berlin) and an expert opinion from the Berlin Centre for Sports Medicine (Zentrum für Sportmedizin Berlin).

Students will go through a sports-related screening process prior to admission.

### SCHOOLS WITH SPECIAL OFFERINGS FOR GIFTED STUDENTS

#### Science profile

**Eckener-Gymnasium** (07Y07 - Tempelhof-Schöneberg)  
**Emmy-Noether-Gymnasium** (09Y11 - Treptow-Köpenick)  
**Freiherr-vom-Stein-Gymnasium** (05Y01 - Spandau)  
**Hans-Carossa-Gymnasium** (05Y03 - Spandau)  
**Hildegard-Wegscheider-Gymnasium** (04Y08 - Charlottenburg-Wilmersdorf)  
**Melanchthon-Gymnasium** (10Y11 - Marzahn-Hellersdorf)

#### Mathematics and science profile

**Andreas-Gymnasium** (02Y01 - Friedrichshain-Kreuzberg)  
**Heinrich-Hertz-Gymnasium** (02Y03 - Friedrichshain-Kreuzberg)  
**Herder-Gymnasium** (04Y05 - Charlottenburg-Wilmersdorf)  
**Immanuel-Kant-Gymnasium** (11Y11 - Lichtenberg)  
**Käthe-Kollwitz-Gymnasium** (03Y03 - Pankow)  
**Melanchthon-Gymnasium** (10Y11 - Marzahn-Hellersdorf)

#### Promotion of musical talent

**Georg-Friedrich-Händel-Gymnasium** (02Y04 - Friedrichshain-Kreuzberg)  
**Hans-und-Hilde-Coppi-Gymnasium** (11Y05 - Lichtenberg)  
**Melanchthon-Gymnasium** (10Y11 - Marzahn-Hellersdorf)  
**Musikgymnasium Carl Philipp Emanuel Bach** (01Y04 - Mitte)

#### Promotion of sports talent

**Flatow-Oberschule** (09A07 - Treptow-Köpenick)  
**Schul- und Leistungssportzentrum Berlin** (Sportforum) (11A07 - Lichtenberg)  
**Sportschule im Olympiapark - Poelchau-Schule**  
(04A08 - Charlottenburg-Wilmersdorf)  
**Staatliche Ballett- und Artistikschule Berlin** (03B08 - Pankow)

#### Fast learner schools

**Albrecht-Dürer-Gymnasium** (08Y01 - Neukölln)  
**Dathe-Gymnasium** (02Y05 - Friedrichshain-Kreuzberg)  
**Humboldt-Gymnasium** (12Y03 - Reinickendorf)  
**Lessing-Gymnasium** (01Y08 - Mitte)  
**Otto-Nagel-Gymnasium** (10Y02 - Marzahn-Hellersdorf)  
**Rosa-Luxemburg-Gymnasium** (03Y10 - Pankow)  
**Werner-von-Siemens-Gymnasium** (06Y05 - Steglitz-Zehlendorf)

Senate Department  
for Education, Youth  
and Family

**BERLIN**



# **VIOLENCE AT HOME? SCARED? WORRIED?**

Call us — child protection hotline:  
**+49 (0)30 61 00 66**

Or contact us online for advice:  
**[www.jugendnotmail.berlin](http://www.jugendnotmail.berlin)**



Confidential and available at any time  
**[www.berliner-notdienst-kinderschutz.de](http://www.berliner-notdienst-kinderschutz.de)**

# Inclusion and special educational support

At Berlin's schools, all children and young people receive the individual support that they need. If students have disabilities or impairments, the special educational support will help to compensate for any disadvantages and ensure that they receive a school education that is tailored to their individual abilities.

## Joint learning – with and without disabilities

At general schools, seven in ten students with special educational needs are already learning alongside children and young people without disabilities. All other students with special educational needs attend a school with a special educational focus.

The joint education of all students—with and without disabilities—is a priority. This is laid down in the Berlin School Act (Schulgesetz).

### ADVICE

If you believe that your child has a special educational need and would like advice, the School Psychological and Inclusive Education Advice and Support Centres (SIBUZ) can help you. Employees will be able to tell you about the different forms of special educational support available and recommend doctors, experts, schools etc. where necessary.

**SIBUZ consultation hours and school authorities in your district:** Thursdays 3–6pm or by prior arrangement by phone. Further information and all SIBUZ addresses and telephone numbers can be found on page 48 onwards.

If your child has an identified special educational need, you can decide whether to send them to a school with a special educational focus or to a general school.

The only situation in which an alternative would have to be recommended by an admission committee is if your school of choice does not have the resources and staff required to provide qualified special educational support.

Learning and living together helps all children to improve their social skills. The benefits of learning in this way include:

- Mutual respect and support,
- A relaxed approach to differences in learning and performance,
- An improvement in the academic results of children and young people with special educational needs,
- A special focus on individual and independent learning.

Special needs staff and other specialists support teachers in the joint lessons.

Ideally, there will be two to four students with special educational needs in a class.



← Special educational support



## Inclusion – participation is open to everyone

Inclusion considers diversity to be an asset. The concept takes into account the individuality of each person, and therefore also each child.

The aim is to enable everyone to participate in society – irrespective of social status, cultural background, religious and philosophical beliefs, gender, skin colour, sexual orientation and physical or mental impairment or disability.

At school, that means: More and more children and young people with special educational needs are learning alongside their non-disabled peers as a matter of course.

Compared to other federal states, Berlin is leading the way when it comes to teaching students with and without disabilities side by side.

Teaching staff are fully qualified, which ensures the successful implementation of the adapted teaching culture and tailored learning processes. The issue of inclusion is also becoming increasingly important in teacher training and further development.

The School Psychological and Inclusive Education Advice and Support Centres support schools on their journey to become inclusive schools with offers for teachers, parents and legal guardians and students.



← Inclusion

## Inclusive specialist schools

Inclusive specialist schools are general schools that attach particular importance to embracing the philosophy of inclusion. They specialise in providing special educational support in joint lessons in the following focus areas: “Mental development”, “physical and motor skills development”, “hearing and communication”, “sight” and “autism”.

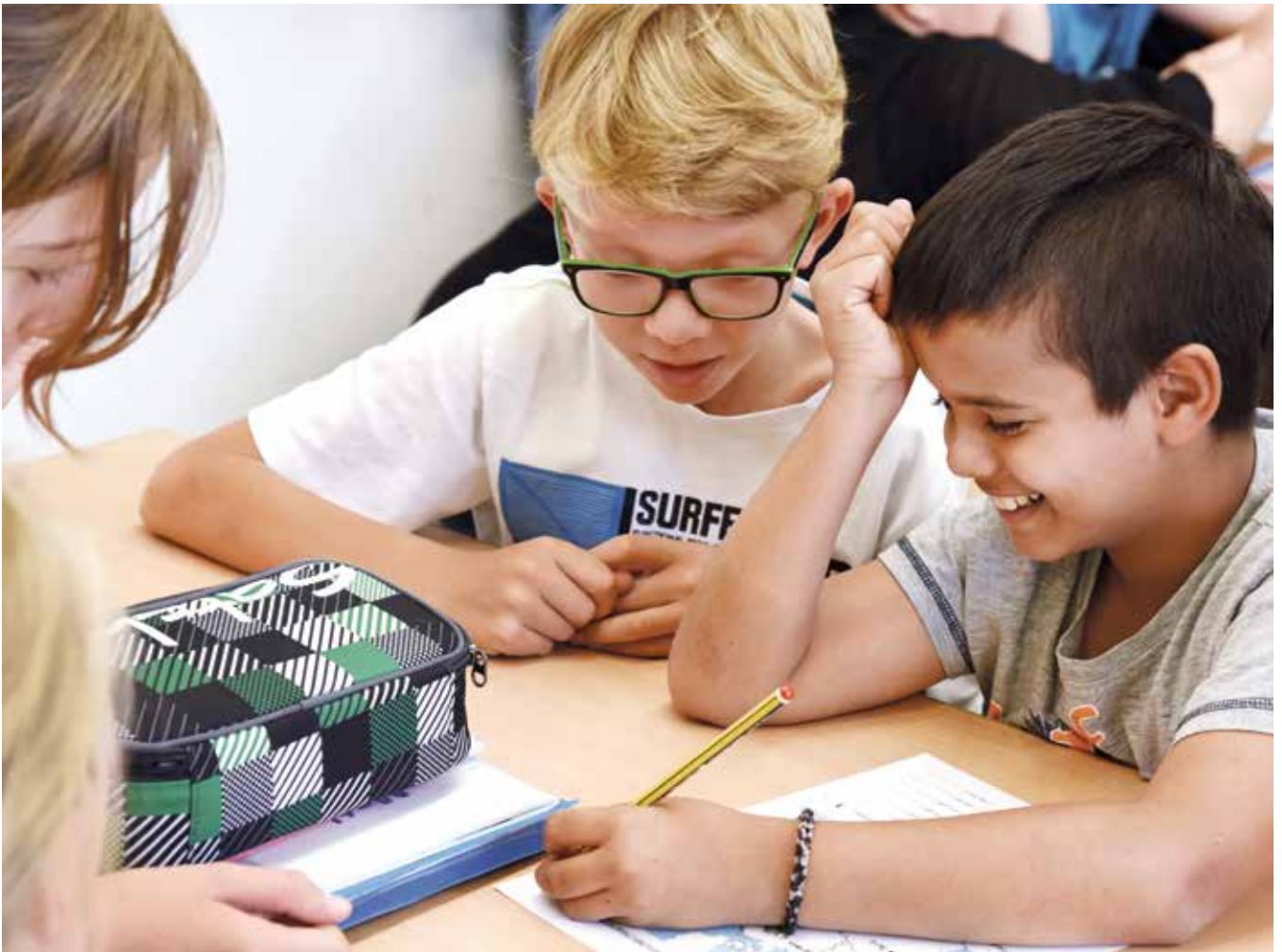


← Specialist schools

### REGISTERING FOR A SECONDARY SCHOOL

If your child's special educational need will continue to apply in 7th grade at least, this will be taken into account when you register for secondary school.

Children with special educational needs are allocated to their preferred schools as a priority – before starting the admission procedure for the remaining applicants. Each class will have a maximum of four students with special educational needs.





## Schools with a special educational focus

The special educational support gives students with a disability the skills they need to integrate into society as much as possible outside of school.

Schools with a special educational focus exclusively teach children and young people with a disability, illness or impairment.

Most of the staff at these schools are therefore specially qualified to work in this area. The school buildings are also geared towards the students in terms of both the space and equipment. Some schools even have their own medical personnel.

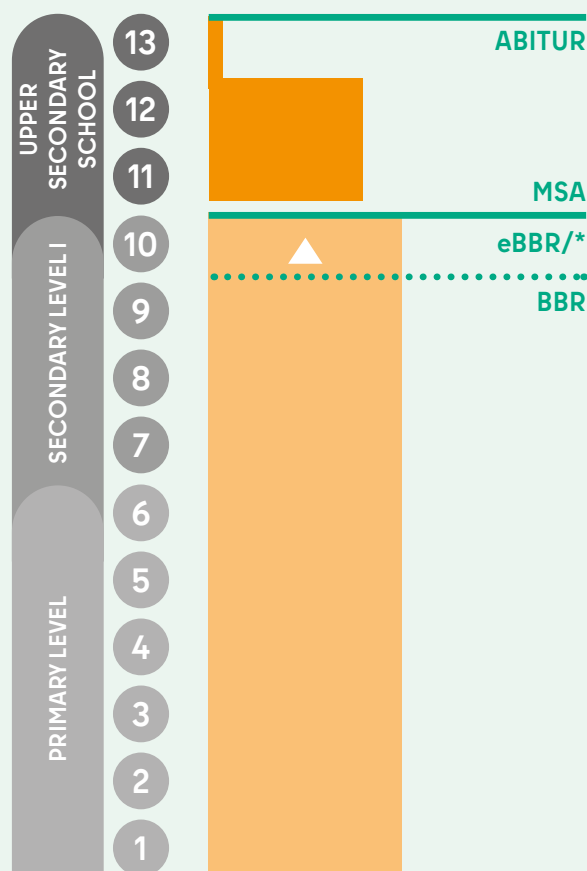
Armed with decades of experience, these schools know the barriers that people with disabilities face and how they can overcome them.

### QUALIFICATIONS

- Abitur = higher education entrance qualification
- MSA = general certificate of education
- eBBR = advanced vocational qualification
- BBR = certificate of vocational education

It is also possible to transfer from a school with a special educational focus to a general school.

Students with the “mental development” special educational focus are regularly assessed in writing on their learning development and academic performance.



### \* SCHOOL QUALIFICATIONS FOR STUDENTS WITH THE “LEARNING” SPECIAL EDUCATIONAL FOCUS

At the end of 10th grade, young people with the “learning” special educational focus can obtain the vocational qualification (BOA) and the qualification equivalent to the certificate of vocational education.

# CONTACT AND INVOLVEMENT

For any questions and issues that may arise during your child's time at school, in addition to the teachers and management team at the school, there are other experts who can help.



Most questions and issues can be resolved in school. Your first point of contact is always your child's class teacher. If they are not able to help, you can also speak to the school management team. In many cases, they have the authority to make any necessary decisions themselves. If not, they will give you the details of the appropriate contact at the responsible authority.

The issue at hand	Initial point of contact	Other contacts
Organisation of the school day Schedule Educational concept Lesson content Performance assessment	Class teacher	Subject teachers School management Parents' representatives Parents' council Chair of parents' council
Committees Issues affecting multiple classes School curriculum Issues that the teacher or childcare worker is unable to resolve Sponsorship	School management	Chair of parents' council Specialist committees Year group committees District school authority
School buildings, facilities School set-up, organisation School closures Changing school	District school board	District school authority
Class sizes Issues relating to organisation and pedagogy which cannot be resolved in school	District school board District school authority	
Conflicts, (mental health) issues, the child's personal development Distance from the school Transitions to other schools or classes	School social worker	Teachers/school management Childcare workers (eFöB) School Psychological Support Centre (SIBUZ) Youth Welfare Office
Fundamental issues that go beyond the individual school Complaints that cannot be resolved in school	District school authority	Senate Department for Education, Youth and Family

# Educational institutions

The Berlin education system comprises many individuals and institutions that all work together. The Senate Department for Education, Youth and Family and the districts with their respective authorities divide up the various tasks among themselves.

## School authority

Each district in Berlin has a regional school authority (Schulaufsicht), which is a branch of the Senate Department for Education, Youth and Family. The education officials at these authorities are points of contact for schools, parents and students and are available to assist with all school-related matters. They provide information and advice and moderate issues between the parties involved.



← School authorities

The central school authority for independent schools is based in the Senate Department for Education, Youth and Family.

Issues may include:

- Implementation of educational concepts at schools,
- Adequate staffing at schools,
- Conflicts in school,
- Changing school within the district and available school places,
- Special educational support for school children,
- School offerings and facilities, for example for exceptionally gifted children or children with impairments.

## SCHOOL AUTHORITIES

### Charlottenburg-Wilmersdorf

Waldschulallee 29 - 31, 14055 Berlin  
Tel.: +49 (0)30 9029-25102

### Friedrichshain-Kreuzberg

Frankfurter Allee 35/37, 10247 Berlin  
Tel.: +49 (0)30 90298-3620

### Lichtenberg

Alt-Friedrichsfelde 60, 13015 Berlin  
Tel.: +49 (0)30 9021-4706

### Marzahn-Hellersdorf

Alice-Salomon-Platz 3, 12627 Berlin  
Tel.: +49 (0)30 90293-2951

### Mitte

Karl-Marx-Allee 31, 10178 Berlin  
Tel.: +49 (0)30 9018-26055

### Neukölln

Buckower Damm 114, 12349 Berlin  
Tel.: +49 (0)30 90249-1701/- 1702

### Pankow

Tino-Schwierzina-Straße 32, 13089 Berlin (3rd floor)  
Tel.: +49 (0)30 90249-1005/1006

### Reinickendorf

Innungsstraße 40, 13509 Berlin  
Tel.: +49 (0)30 90249-1938

### Spandau

Streitstraße 6, 13587 Berlin  
Tel.: +49 (0)30 90279-2530

### Steglitz-Zehlendorf

Hartmannsweilerweg 65, 14163 Berlin  
Tel.: +49 (0)30 90299-6131

### Tempelhof-Schöneberg

Alarichstraße 12 - 17, 12105 Berlin  
Tel.: +49 (0)30 90277-6494

### Treptow-Köpenick

Luisenstraße 16, 12557 Berlin  
Tel.: +49 (0)30 90249-2211/-12/-15

## SIBUZ

There is a School Psychological and Inclusive Education Advice and Support Centre (Schulpsychologisches und Inklusionspädagogisches Beratungs- und Unterstützungszentrum, SIBUZ) in every district of Berlin. These centres are able to assist you with all school-related matters. Their advice is free, confidential and neutral.

SIBUZ experts can advise you on matters relating to your child's learning and behaviour:

- School career,
- Individual and special educational support,
- Exceptional talent,
- Managing difficulties relating to emotions and behaviour, as well as reading, writing and maths.



← SIBUZ

The SIBUZ also advise schools on:

- The development and implementation of an inclusive school curriculum for all-day and accessible learning,
- The development of lessons and special support and prevention concepts and
- The creation of workable concepts for violence and addiction prevention, health promotion and social learning.

In the event of violent incidents, crises or emergencies, bullying or discrimination, the school psychology experts will give Berlin schools the necessary support. Special emergency plans help schools to respond appropriately in the event of major difficulties.

### SIBUZ

#### Charlottenburg-Wilmersdorf

Waldschulallee 31, 14055 Berlin

Tel.: +49 (0)30 9029-25150 (AB), email: 04sibuz@senbjf.berlin.de

#### Friedrichshain-Kreuzberg

Fraenkelufer 18, 10999 Berlin

Tel.: +49 (0)30 22508-311, email: 02sibuz@senbjf.berlin.de

#### Lichtenberg

Franz-Jacob-Straße 2 b, 10369 Berlin

Tel.: +49 (0)30 90249-2055, email: 11sibuz@senbjf.berlin.de

#### Marzahn-Hellersdorf

Eisenacher Straße 121, 12685 Berlin

Tel.: +49 (0)30 22501-3210, email: 10sibuz@senbjf.berlin.de

#### Mitte

Badstraße 10, 13357 Berlin

Tel.: +49 (0)30 403949-2261, email: 01sibuz@senbjf.berlin.de

#### Neukölln

Buckower Damm 114, 12349 Berlin

Tel.: +49 (0)30 90249-1801, email: 08sibuz@senbjf.berlin.de

#### Pankow

Tino-Schwierzina-Straße 32-33, 13089 Berlin (1st floor)

Tel.: +49 (0)30 90249-1100, email: 03sibuz@senbjf.berlin.de

#### Reinickendorf

Nimrodstraße 4-14, 13469 Berlin

Tel.: +49 (0)30 90294-4837, email: 12sibuz@senbjf.berlin.de

#### Spandau

Streitstraße 6, 13587 Berlin (2nd and 3rd floor)

Tel.: +49 (0)30 90279-5850, email: 05sibuz@senbjf.berlin.de

#### Steglitz-Zehlendorf

Dessauerstraße 49-55, 12249 Berlin

Tel.: +49 (0)30 90299-2572, email: 06sibuz@senbjf.berlin.de

#### Tempelhof-Schöneberg

Ebersstraße 9a, 10827 Berlin

Tel.: +49 (0)30 90277-4374, email: 07sibuz@senbjf.berlin.de

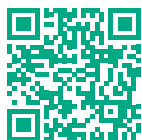
#### Treptow-Köpenick

Luisenstraße 16, 12557 Berlin

Tel.: +49 (0)30 90249-2300, email: 09sibuz@senbjf.berlin.de

## School board

The department responsible for schools in the respective district is the school organisational body for state general education schools. The school board (Schulamts) makes decisions on important matters relating to school organisation, for example a change of school or the creation of classes.



← School board addresses

Other responsibilities of the school board:

- Allocation of students to individual schools — for school enrolment and for transition to secondary school,
- Assignment of administrative personnel to schools,
- Appointment of school caretakers as contact persons and intermediaries for issues relating to the school buildings,
- Building maintenance and facilities at the schools,
- Planning of new buildings or extension of existing school buildings in the case of growing school populations.

## School inspectorate

Berlin schools are inspected on a regular basis by the school inspectorate. This inspection supplements the self-assessment that every school is required to complete and provides data-supported information on the state of school development, on the quality of the teaching and support and on the school organisation and school life.

The detailed report informs each school of its strengths and its areas for improvement.

At a district and state level, the inspection results are used to monitor school development. Summary reports on the individual school inspections can be found in the online school directory.

## Senate Department for Education, Youth and Family

The senate department is responsible for all substantive educational issues. It makes decisions on issues such as the implementation of educational policies and the content of legal regulations, for example the core curricula.

As the employing administrative authority for all teachers and childcare workers who are not employed by a private entity, the senate department is responsible for:

- Hiring teachers and, where applicable, childcare workers,
- Ensuring schools have adequate personnel,
- Long-term personnel planning based on the number of students in the districts.

## Complaint management

In the event of complaints that you have not been able to resolve with the school or school authority, the complaint management team will help you and work with all parties involved to find a solution. Your concerns will always be handled in the strictest confidence.

### Contact

beschwerdemanagement@senbjf.berlin.de

## Quality officer

Do you simply need advice, have questions about the running of the school or want more information about opportunities to get involved in school life? Please get in touch with the senator's independent quality officer, who will be happy to help.

### Ruby Mattig-Krone

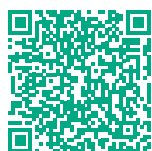
Tel.: +49 (0)30 90227-5330

# Getting involved in the school

Parents are teachers' most important contacts when it comes to supporting and shaping school life.

Parents can actively contribute by:

- Working with learning groups during individual parts of lessons,
- Supporting extracurricular activities,
- Supporting school projects, excursions and events,
- Joining or supporting the friends' association.



← Getting involved in the school

## Parents' meeting

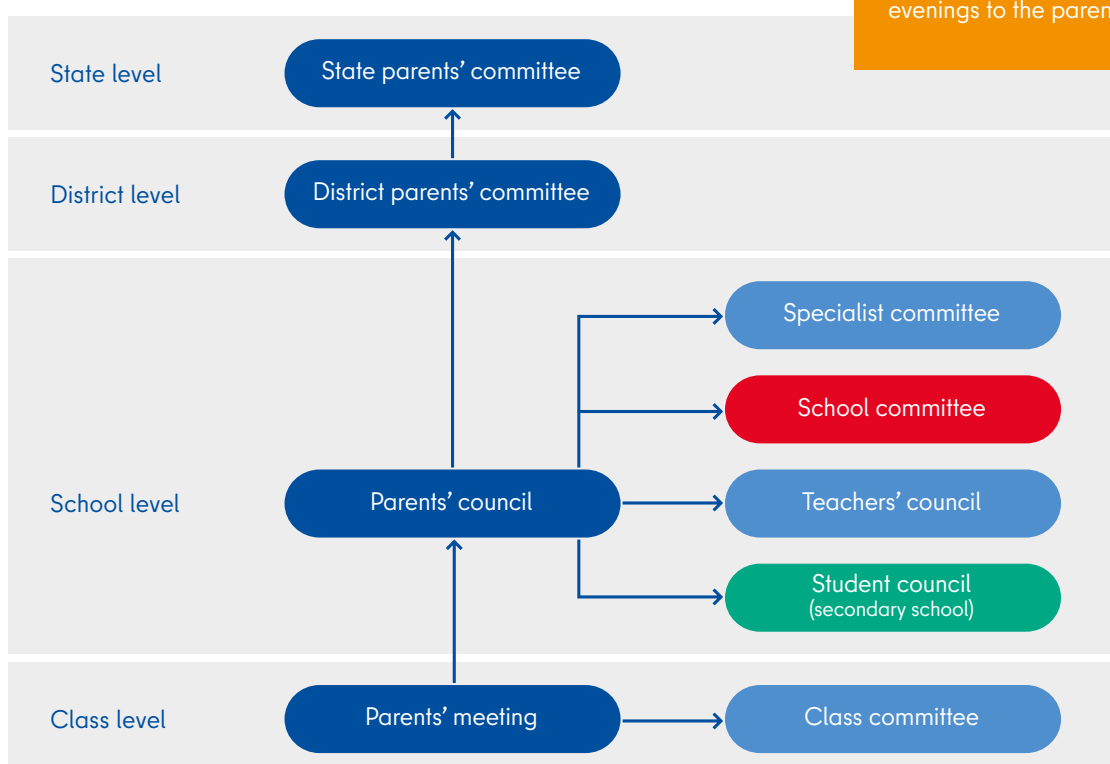
The class parent representatives elected at the first parents' meeting (Elternversammlung)—and their deputies where applicable—are your points of contact. They represent your interests in interactions with the school and exercise your rights of participation on school committees.

## Parents' council

Together, the class parent representatives form the school's parents' council (Gesamtelternvertretung, GEV). The parents' council represents the interests of all parents and legal guardians as regards school matters and selects four representatives to attend the school committee — the most important decision-making body at the school.

### GUIDE TO PARENT REPRESENTATION

This guide shows the tasks, duties and rights involved in parents' work and involvement in the school — from parents evenings to the parents' council (GEV).



# Directory of all secondary schools in Berlin

Addresses, foreign languages, all-day school,  
offerings and accessibility





## Publishing information

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